United Nations ST/SGB/2003/9

Secretariat

11 August 2003

Secretary-General's bulletin

Non-smoking policy at United Nations Headquarters, New York

The Secretary-General, for the purpose of eliminating the risks associated with second-hand smoke for all those working on United Nations premises at Headquarters, New York, and consistent with the principles developed by the World Health Organization on tobacco control as well as applicable local laws, promulgates the following:

Section 1
Smoking ban

No smoking shall be permitted in any of the United Nations premises at Headquarters.

Section 2
Final provisions

2.1 The present bulletin shall enter into force on 1 September 2003.

2.2 Administrative instruction ST/AI/407, dated 1 August 1995 and entitled "Smoking at United Nations Headquarters, New York", is hereby abolished.

(*Signed*) Kofi A. **Annan**
Secretary-General

03-46896 (E) 200803

United Nations ST/SGB/2003/10

Secretariat

11 August 2003

Secretary-General's bulletin

Amendment to paragraph 1 of annex I to the Staff Regulations

The Secretary-General, in accordance with paragraph 3 of General Assembly resolution 57/310 of 18 June 2003, with respect to the Staff Regulations of the United Nations, established by the General Assembly in accordance with Article 101 of the Charter of the United Nations, hereby promulgates the text of the amendment to paragraph 1 of annex I to the Staff Regulations set out in the annex to the present bulletin.

The amendment promulgated by the present bulletin is effective from 1 January 2003.

(*Signed*) Kofi A. **Annan**
Secretary-General

03-47264 (E) 250803

Annex

Annexes to the Staff Regulations

Annex I

Salary scales and related provisions

1. The Secretary-General shall establish the salary of the Administrator of the United Nations Development Programme and the salaries of United Nations officials in the Director category and above, in accordance with amounts determined by the General Assembly, subject to the staff assessment plan provided in staff regulation 3.3 and to post adjustments wherever applied. If otherwise eligible, they shall receive the allowances that are available to staff members generally.

United Nations ST/SGB/2003/11

Secretariat

19 August 2003

Secretary-General's bulletin

United Nations Nobel Peace Prize Memorial Fund

The Secretary-General promulgates the following:

Section 1
Establishment of the United Nations Nobel Peace Prize Memorial Fund

1.1 The United Nations Nobel Peace Prize Memorial Fund was established effective 29 May 2003 for the receipt and administration of the entire proceeds of the Nobel Peace Prize awarded in 2001 to the United Nations and to the Secretary-General.[1]

1.2 The purpose of the Fund is to create a living memorial to United Nations civilian personnel who have been killed in the line of duty in the service of peace and to provide a practical way of helping their families by making a grant to assist in the education of surviving children. "United Nations civilian personnel" include all staff members of the United Nations, its funds and programmes, as well as United Nations Volunteers serving under the programme established under General Assembly resolution 2659 (XXV) of 7 December 1970 and individual contractors performing functions similar to those of staff members.

1.3 In addition to the proceeds of the Nobel Peace Prize, the Fund may receive contributions from States, intergovernmental organizations, national institutions, foundations and other non-governmental organizations, private sector entities and individuals.

Section 2
Applications

2.1 Applications may be made when the following conditions are met:

(a) The parent or legal guardian of the child or children was a United Nations civilian personnel who was killed in the line of duty in the service of peace, excluding death as a result of natural causes or accidents, after the effective date of the establishment of the fund;

[1] The General Assembly concurred on 29 May 2003 with the Secretary-General's proposal to establish the Nobel Peace Prize Memorial Fund.

03-47096 (E)

(b) At the time of death, there is at least one surviving child who has not reached the age of 21 and who attends or will attend an educational institution.

2.2 Applications shall be made by the surviving spouse or legal guardian on behalf of under age children, or by the children themselves if they are of legal age, within one year following the death of the civilian personnel.

2.3 Applications shall be made in writing to the Assistant Secretary-General for Human Resources Management. Applications should provide sufficient information to permit the review of the application, such as name, index number (if known), title, organization or department of the civilian personnel, as well as the circumstances of the death and the name(s) and age(s) of the surviving child or children. More information may be requested by the Office of Human Resources Management to verify and expedite the application.

Section 3
Grant

The grant shall consist of a one-time payment of 10,000 United States dollars per family. Where such grant is paid in a currency other than United States dollars, the foreign currency equivalent shall be calculated at the applicable United Nations rate of exchange.

Section 4
Administration

4.1 Administration of the Fund, including verification of claims, shall be provided by the Office of Human Resources Management in consultation with the Office of Programme Planning, Budget and Accounts.

4.2 The Financial Regulations and Rules of the United Nations shall apply to the administration of the Fund. The Fund shall be subject to the auditing procedures provided therein.

Section 5
Advisory Board

The Secretary-General shall establish an Advisory Board, composed of eminent personalities and representatives of the Secretary-General and the staff to advise on the strategic direction of the Fund and on ways to maximize the level of its resources and to assist the Secretary-General in fund-raising activities for the Fund.

Section 6
Final provision

The present bulletin shall enter into force on 1 September 2003.

(*Signed*) Kofi A. **Annan**
Secretary-General